

**RECORD OF PROCEEDINGS
LONDON HOUSE CONDOMINIUM ASSOCIATION
BOARD OF DIRECTORS MEETING**

September 11, 2006

Draft

The regular meeting of the Board of Directors of the London House Condominium Association was held on Monday, September 11, 2006, in the Clubroom at 1233 Ogden Street, Denver, Colorado.

Call to Order: The meeting was called to order at 6:30 PM. The following directors were present or absent as indicated:

Sheri Tracey	Present	Denis Martin	Present
Rosemary Brown	Present	Kym Bloom	Present
Troy Williams	Present		

Kaye Welch was present from Western States Property Services

Richard Seeman was present as the Resident Manager.

Open Forum: There were no homeowners present.

Staff Report: Richard's written report was reviewed and is part of the meeting records.

- After AMS repairs the heating pipe leaks/joints, residents should be requested to test their heat immediately so any air pockets can be addressed by Richard.
- Battery exchange and pest control projects both completed, with the exception of the units that have not provided unit access.
- It was suggested that residents winterize their units, window, around their AC units, balconies. Richard is winterizing the building and will turn the hallway heaters on.
- The Health Department of Denver County will be notified to inspect #211 for health concerns from pet damaged carpeting. The odor of pet urine is strong in the hallways and is a nuisance and possible health hazard. The flooring may be damaged in the unit from the continual urination in the unit.
- The Board approved purchase of a commercial carpet shampoo machine, cost not to exceed \$200. Richard has investigated and will make the purchase. This machine will be used for occasional emergency cleanings and carpet cleaning around the front and back doors in between commercial carpet cleaning.
- Richard going to edge the yard and make deck repairs and check the gate/broken spring. Likely the deck repairs will take place in the spring.

Minutes: Sheri Tracy moved to approve the minutes from the August board meeting and the special meeting with amendments. Denis Martin seconded the motion and it was carried.

Financial Report: The Treasurer reviewed the financials with the Board. The balance of the operating account at the end of August 2006 was \$8,692.65. The balance of the reserve account at the end of August 2006 was \$24,713.63 with special assessments for the roof project going into the reserve account. Delinquency was \$11,586.90, down \$2000 from July. Expenditures year-to-date are \$8,075.31 under budget. The financials

were approved for audit. Manager will send the Treasurer an updated delinquency list. The Board requested the association legal counsel delete closed delinquent accounts from their monthly report on delinquency reports. The Board approved setting up a receivership for units, which are rentals and are very delinquent in dues (108, 309).

Manager Report: The manager reviewed the report and communications with the Board, which are part of the meeting records.

Unfinished Business:

- Committee Reports:
 - Interior – Nothing to report.
 - Exterior – Nothing to report.
 - Communications – Looking for next newsletter ideas.
- Meeting set for 9/28/06 for membership to discuss document revision drafts. In clubroom at 7 PM. Candyce Cavanagh will be present to help answer questions. Chairs will be ordered for members and the Board will provide light refreshments.
- Exit doors to roof replacement bid were reviewed. Due to the cost, two more bids will be sought for competitive comparison.
- Exercise equipment that is no longer useful or used will be removed from the property.
- Elevator floor replacement with tile was approved for scheduling in November.

New Business:

- The Board reviewed the snow removal contract from King Kong for 2006-2007. Rosemary Brown moved to accept the proposal with King Kong. Kym Bloom seconded the motion and it was carried.
- The Board reviewed a renewal contract for gas transportation with Seminole. Sheri Tracy moved to accept the contract renewal. Rosemary Brown seconded the motion and it was carried.
- The Board reviewed a request from #406 to waive the late charge on his account, as the check never arrived at WSPS. The Board approved waiving the \$10 late charge.
- Directors Discussion
 - Stain on 1st floor from ice melt stored in the closet and watered down from pipe leak is really bad by front hallway stairwell door. Richard will see if there is enough carpet left to replace the carpet in that area.
 - It was reported that #109 had bleach poured into the washer while he had clothes in there and his clothes were ruined.
 - #408 needs to remove stored construction materials from balcony.
 - #205 still has a for sale sign in his window. Manager will get the number off the sign and call for removal, as the owner is not living in the unit.

Adjournment: There being no further business brought up for discussion, the meeting was adjourned at 7:53 PM.

Respectfully submitted,
Kaye Welch, Recording Secretary